

GOVERNOR'S PERMANENT ADVISORY COMMISSION ON TRAUMATIC BRAIN INJURIES

Meeting Date: August 22, 2013 8:30 am @ Brain Injury Association of Rhode Island, Cranston

Attendance:

W. Curt LaFrance, Jr., MD, MPH
Michael Baker, President
Sharon Brinkworth,
Kathleen A. Sherlock
Janice B. Hulme, PT, DHSc
Rosemarie Coffey, CBIS
Leslie Mahler, Ph.D, CCC-SLP
Richard Muto
Terri Brophy
*Heather Daglieri
Michele Szylin
Guest Speaker: Jason Gramitt

Excused:

*J. David Sienko

Not in attendance:

G. Rees Cosgrove, MD, FRCSC
Christina Batastini
Frank Sparadeo, PhD
Linnea Tuttle
Colleen McCarthy
*Jennifer Andrade-Kozioł
*Kim A. Ripoli

**Ex-officio*

August 22, 2013 – Called to order 8:40 am

Corrections to minutes from 7/18/13 – attendance and header; approved

Discussion:

1. Reach out to Secretary Constantino re: whether he would assign a designee
2. By-Laws changes reviewed
 - a. Discussion primarily regarding quorum to ensure that it is possible to have one given “usual attendance”.
 - b. Discussed that members could be present in person, or through technology, the group thought this should be acceptable.
 - c. Draft of by-laws changed to reflect this.
 - d. Draft of by-laws to be completed in final format and sent out to members no later than 2 weeks prior to the next meeting (9-19-13).
 - e. A message will be sent with the minutes asking for attendance, so we can meet the proposed quorum and accept the by-laws.
3. Presentation from Jason Gramitt Staff Attorney and Education Coordinator of the RI Ethics Commission. Highlights of presentation:
 - a. Distributed copy of RI Ethics Commission: Understanding the Code of Ethics. (copy to be filed in the GPACTBI Manual)
 - b. Commission’s jurisdiction is over all state agencies and enterprises
 - c. Commission makes rules and enacts mostly regarding conflict of interest; personal impact vs. state-wide impact.
 - d. Discussion regarding ‘conflict of interest’ and voting procedures, when to recuse.
 - i. Our role: to make recommendations regarding program types, not specific programs.

- ii. Copy of when to recuse is in the RI Ethics Commission: Understanding the Code of Ethics document; a copy of this page should be in the minutes.
- e. Financial disclosure: required of all state officials.
 - i. Janice to compile mailing list with addresses of the GPACTBI Commissioners and send to Jason Gramitt for the Ethics Commission.

Old Business:

1. Kate to confirm with regarding ability to speak at the September 19, 2013 meeting Robin Etchingham about the TBI fund.
2. Linnea Tuttle, no longer with Tri-Town
3. Thanks to Richard Muto for completing contact with Nursing Home Administrators. (Janice was remiss in contacting Cedar Crest and Evergreen).

Prepared by:

Janice Hulme

janicehulme@gmail.com

9/9/13

Next meeting date & location: **Thursday September 19, 2013 @ 8:30 am**
Brain Injury Association of Rhode Island
935 Park Avenue, Suite 8
Cranston, RI 02910

Agenda for upcoming meeting

- Approve meeting minutes from 8-22-13
- Approve By-Laws
- Presentation: Robin Etchingham, TBI fund

- Note from Secretary: need to set meeting dates for 2014

Meeting Schedule (Meeting Dates/Times (8:30 at BIARI office, unless otherwise noted):

Thursday October 17

Thursday November 21

Thursday December 19